

DEPARTMENT OF HISTORIC RESOURCES

Position Vacancy, #00010

ROLE: Historian/Archaeologist & Preservationist III, Pay Band 5

WORKING TITLE: EASTERN REGIONAL OFFICE ARCHAEOLOGIST

SALARY: \$41,778 – 55,000 depending on experience

(Career potential to \$91,896)

Position located in Richmond, VA

Responsibilities:

Responsible for developing, implementing and managing a comprehensive historic preservation program (with emphasis on archaeology) for the Eastern Regional Preservation Office, headquartered in Richmond, including the identification, recordation, evaluation and conservation of prehistoric and historic archaeological resources in the Eastern Regional Preservation Office service area. Position works closely with statewide and local archaeological societies, local governments, civic/historical organizations, institutions of higher learning, state agencies and the general public.

Qualifications: Applicants must meet the *Secretary of the Interior's Professional Qualifications Standards*. Graduation from an accredited college or university with major course work in historic preservation, environmental law, history, archaeology, architectural history, anthropology, architecture, landscape architecture, preservation planning or a related historic preservation discipline. Graduate degree in archaeology or related field is highly desirable. Working knowledge of and ability to conduct archaeological surveys and excavations, including completion of background archival studies, evaluation of resources, conservation of resources and preparation of summary reports. Ability to collect, analyze and integrate technical data on prehistoric and historic archaeological resources and to carry projects to completion. Knowledge of archaeological resources in Virginia and/or the Mid-Atlantic region. Knowledge of applicable archaeological and preservation laws, regulations and guidelines. Demonstrated ability to: apply technical and scientific principles and practices to archaeological and preservation programs; identify and analyze archaeological data and interpret results; design, conduct and oversee field projects; determine, assess and document significance of archaeological resources; evaluate the work of others; and communicate effectively both orally and in writing. Proficiency in Windows-based computer programs and applications including word processing and data base management programs for cultural resource management. Education and experience commensurate with the qualification standards for archaeology by the *Secretary of the Interior* preferred.

Application Requirements: To be considered for this position you must complete a state application through the on-line employment system at <https://jobs.agencies.virginia.gov> by 5:00 p.m. on **Monday, January 26, 2015**. Resumes may be attached but may not substitute for the on-line state application.